

**Minneapolis Police Department  
Robert K. Olson, Chief of Police  
Police Administration  
Room 130, City Hall**

*PER - postponed  
2/5/03*

**TO:** Council Member Dan Niziolek, Chair  
Public Safety & Regulatory Services

**FROM:** Chief Robert Olson

*Robert K. Olson*

**DATE:** February 5, 2003

**SUBJECT:** 2003 WORKPLAN

Per your request, attached is the 2003 Work Plan for the Police Department presented to the Executive Committee last year. In addition to the main Work Plan Goals outlined for the Department as a whole, there is also listed individual Division level goals outlined by the various Bureaus in the Police Department. This list is by no means all inclusive of everything the Department wishes to accomplish and is routinely added to or subtracted from, as the year progresses and our ability to accomplish them is determined.

If there are any Committee questions on any the Plan or possibly omitted initiatives, please let me know.

RKO:cjs  
Attachment

Cc: Mayor Rybak  
Council President Ostrow  
Council Members

2002 Accomplishments/Results	2003 Work Plan	** Status (C) Completed (U) Underway (D) Deferred
	<p><b>**Note: For each underway (U) task, indicate what percent is complete.</b></p> <p><b><u>Mission Statement:</u></b> Implement effective prevention strategies and reduce crime in collaboration with the community and our criminal justice partners.</p> <p><b><u>Values:</u></b> A workforce that reflects our community Employees are our greatest asset Protection of human rights Excellence in serving the public Honesty and integrity Community and Community participation</p> <p><b><u>Primary Business:</u></b>  <b>Crime Prevention and Reduction</b> – Educating citizens, promoting prevention of crime and implementing crime reduction strategies, such as CODEFOR   <b>Law Enforcement</b> – Enforcing the law, investigating crimes and prosecuting offenders   <b>Emergency Services</b> – Responding to citizen calls for service and providing emergency police response to any emergency situation   <b>Internal Services</b> – Providing strong organizational structure and support and assuring the Police Department operates efficiently and effectively.</p> <p>The Police Department plays various roles in achieving many of the draft city goals and expectations developed by the City Council on November 6<sup>th</sup>, including:</p> <ol style="list-style-type: none"> <li>1. Build communities where all people feel safe and trust the city's public safety professionals and systems.</li> <li>2. Maintain the infrastructure to ensure a healthy, vital and safe city.</li> <li>3. Delivery consistently high quality city services at a good value to taxpayers.</li> <li>4. Create an environment that maximizes economic development opportunities within Minneapolis by focusing on the city's physical and human assets.</li> <li>7. Promote public community and private partnerships to address disparities and to support strong healthy families and communities.</li> <li>8. Strengthen city government management and enhance community engagement.</li> </ol> <p><b><u>2003 Initiatives:</u></b> Goals 1,3,4 and 8</p> <ol style="list-style-type: none"> <li>1. The Police Department will continue its CODEFOR Management Strategy consistently staying on top of emerging crime patterns and trends within the city to minimize impacts on the number of serious offenses reported to police by our citizens. Our measurement goal will again, be another reduction in the overall numbers of crimes reported, however we will focus on working towards the reduction of two</li> </ol>	

## Department Head Work Plan/Accomplishment Summary

	<p>crime areas which saw increases during 2002, i.e., burglary and aggravated assault.</p> <p>Goal 3  <b>Budget reductions</b> – the current recommended 2003 budget identifies the \$2.1 million reduction from the current service level, which will be managed by the Department barring any significant incident e.g., terrorist attack.</p> <ul style="list-style-type: none"> <li>• As part of the budget process in 2003, we will continue to identify areas for reducing spending on over time.</li> <li>• Define costs of police services and communicate those strategies both internally and externally.</li> </ul> <p>Goals 1, 3, 7 and 8  <b>3. Community Engagement</b></p> <ul style="list-style-type: none"> <li>• Continue and firmly establish the Community Engagement initiative begun in 2001 and 2002 addressing citizen concerns and establishing citizen partnerships for problem solving at the Sector Lieutenant level. We will have a minimum of three city-wide Chief's Advisory Council meetings with the community leadership to report on: (first meeting January 23<sup>rd</sup>.) <ul style="list-style-type: none"> <li>- Report on progress to the community and the various Sectors and take input on recommendations for new initiatives.</li> </ul> </li> <li>- Institutionalize reporting of Community Engagement initiatives at CODEFOR meetings.</li> <li>• Accomplish full installation of state-provided video cameras in marked squad cars - 137 squads all done by July, 1, 2003.</li> <li>• Initiate Department wide in-service training to the entire Department on CPR (courtesy, professionalism and respect) in dealing with members of our community. <ul style="list-style-type: none"> <li>- In January, Department-wide training is scheduled to increase awareness and challenges faced by minority citizens in encounters with the police. (Scheduled for week of 27 January.)</li> </ul> </li> <li>• Complete the Council authorized Community Relations Service Community-Police Mediation Project, incorporating all agreed upon issues into the Department's institutionalized Community Engagement Process for follow up, review and audit of agreed upon items. (90 days beginning 7 January, 03.)</li> <li>• Continue to work to reduce the number of police misconduct complaints, particularly in our minority communities, received by IAU, Civil Rights and CRA.</li> <li>• Institutionalization of routine mapping of citizen complaints received through the Police Internal Affairs, Civilian Review Authority and Human Rights Department, regularly reporting those instances at routine CODEFOR meetings.</li> <li>• Enhancement of the Department's already established "Early Warning System" to include Civil Rights complaints, and counseling officers whose number of complaints, though not yet sustained, have gone above an established norm.</li> <li>• Continue to develop programs designed to resolve problems associated with racial profiling and excessive use of force.</li> <li>• Continue to use our established and improved relationships with the public in order to enhance prompt and effective communication with the community when incidents arise in those neighborhoods of serious public concern.</li> <li>• Continue to provide opportunities for improving relationships between the Police Department and the city's increasingly diverse community, and particularly its new immigrants.</li> </ul>	
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- Specifically tailored Citizen's Academies and education programs designed specifically for all new immigrants. Separate publication and dissemination of Departmental information in various languages necessary to ensure connection with our new immigrants.
- Work closely with the City Coordinator, City Council and the redesigned CRA in human rights to ensure a more effective citizen complaint oversight function.
- Continue to enhance personal visibility internally and externally, where appropriate utilizing previously successful methods such as weekly Precinct sojourns or attendance at city wide police staff functions involving the various rank's advisory councils.
- Personal involvement with appropriate visibility on serious issues and incidents of high public concern. This would include large-scale street level narcotics enforcement, which will be a major initiative of the Department in 2003, particularly using all our Weed and Seed enforcement money in the three zones of the city and the quarter million dollars of Block Grant funding authorized by the Mayor.
- Complete interest-based collective bargaining with the Federation and continue monthly labor management meetings.

Goals – 1, 5, 7 and 8

**4. Recruitment:**

- The Department will do everything within its control and authority, working with Human Resources, Post Board and the Legislature to increase the number of people of color and women working in all ranks of the Police Department.
  - The Department has set a minimum hiring goal of 30% protected class in all future academies, but strive for 50% for the next several years.
  - The Department will expand its CSO feeder system through the utilization of collaborations with the Water Department, Municipal Housing Authority and other public/private entities, as we are able, to recruit diversity to the ranks through this very successful initiative. We will also continue be a partner in the Academy of Leadership and Public Service at Edison High School to utilize the Minneapolis Public School System as a feeder to our PAL, Police Explorer and CSO initiatives.

Goal 8

**5. Management Development**

- Work with, train and mentor senior staff on high level management issues in order to ensure continuity of administration into 2004 and personally provide leadership training and experience for those Commanders as they prepare for continued excellence in the management of the Minneapolis Police Department in the future.

Goals 2 and 3

**6. Mobile Data Computer Project**

- With the infusion of \$1 million dollars in federal funding and grants, we will complete the mobile data computer project for all of our squad cars in 2003. This project will ultimately return more dividends in more effective and efficient street operations at the Sector car level. At the same time, it will bring us closer to our stated goal of a paperless Police Department requiring less reliance on Transcription and other processes, yet maintain effectiveness of routine policing, complete by September 2003, 212 units.

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Goal 2

7. **Capitol Project**

- Continue the Third Precinct initiative, breaking ground on construction by the end of the year. (get date from Lucy)

Goal 1 and 2

8. **Terrorism**

- In this climate of war on terrorism at the national level, the Police Department will establish an internal liaison with the Federal Joint Terrorism Task Force. They will work with and support them in order to ensure that we are prepared to do everything we can to support the national effort to fight terrorism and protect our community. We will also coordinate with the Fire Department to ensure that appropriate federal and state resources dedicated to local communities are obtained and utilized in the most effective and efficient manner to better prepare us to not only respond to terrorists attack and recovery, but to focus on prevention as well.

Goal 1

9. **Enhanced Traffic Enforcement Initiative**

Initiate the Council directed traffic enforcement initiative of adding 12 additional officers to traffic enforcement raising the overall Departmental authorized strength from 861 to 873. Twelve officers will be hired and assignments made for enhanced traffic enforcement at problem locations across the city with the measurable results being the reduction in the numbers of accidents and personal injuries across the city and through the issuance of appropriate traffic citations by the unit. The cost of the 12 officers will be covered by the additional fine revenue from their activities. It is anticipated that this initiative will be put into place in the fourth quarter of 2003.

### BUREAU GOALS

### EMERGENCY COMMUNICATIONS & BUSINESS TECHNOLOGY

#### Business Technology Unit :

- Upgrade CAPRS in the process of becoming NIBRS (FBI) compliant.  
City Goal # 1, 2 and 8.  
Project plan is currently being developed. ITS and MPD are working together to complete this project. Implementation is anticipated 3<sup>rd</sup> quarter of 2003.  
The project will incorporate changes to CAPRS, which divides the current database into modules. This will assist the query function (which is the most used function) for CODEFOR, other law enforcement agencies and it will be the precursor to the public being able to access public information. The majority of this project is funded by a federal grant.
- Improve and expand the MPD Timekeeping application.  
City Goal #8  
Project Plan completed and vendor hired by June 1, 2003. Implementation 1st quarter 2004.  
Value of the project is the automated collection of information, which will result in better tools for administration and analysis of various information being collected in this

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application. This information currently includes employee time, employee information, off duty requests, and inventory of equipment. This should show a reduction of employee's time spent on tasks that dealt with paper. It will increase the ability to provide management with more information to deal with budget issues related to the information collected. Future enhancements will ensure information is to become time sensitive (e.g. showing actual time worked), explore court notification and court overtime management, training notification, automation of the bidding process for shifts and the provision of focused executive management reports for key decisions.

This project is funded by a Federal grant, which require sharing of the application with other law enforcement agencies. Through that process we are exploring the possibility of facilitating a sustainable technology development fund through partnerships with other law enforcement agencies.

- The marked fleet will be equipped with MDC's by the 3rd quarter of 2003.  
City Goal # 1, 2, 3, & 8  
Project plan is in place and the second phase of deployment will begin in February 2003. The second phase when completed will have a total of 75 squads with MDC's. The third phase will complete the deployment of the additional 125 MDC's.  
Value of this project is to allow officers to spend more time in the community and with citizens, by being able to perform administrative functions of their jobs in the squad cars. This includes entering reports; automating processes such as writing citations, accident reports, motor patrol log; obtaining information that in the past had to be obtained by calling a person on the telephone to check records; putting officer safety information and administrative information at their fingertips.  
  
This project is funded by a Federal grant, which requires us to show a timesaving of 68.7 FTE's.
- Planning and participation with ITS on maintenance and administration.  
City Goal # 2 & 8  
The coordination with ITS of outsourcing is based on a timeline that ITS is in the process of developing. The value of this process will be newer equipment used for technology and a streamlined process for expansion of technology within the department.
- Speech recognition  
City Goal # 2 3 8  
The pilot project is currently in place. Feedback has been minimal, as other projects have taken precedence over this project currently. The value of this project will be twofold; easier entry of data which has been thrust upon individuals who may not have data entry skills, and; enhanced officer safety which is achieved by talking instead of typing on MDC's while in their squad cars.
- Citizen access to more information to include on-line police reports and crime maps.  
City Goal 1, 2, 3, 8  
This project is incorporated with upgrading CAPRS. The upgrade of CAPRS is anticipated for the 3<sup>rd</sup> quarter of 2003. This project will begin once the CAPRS upgrade is complete.

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On-line police reporting (E-Teleserve) is currently being explored. Several agencies that have the capability and have used their systems for a few years have not been encouraging about usage of this type of reporting. For success to occur in Minneapolis, the capability will have to be well-advertised and citizen-friendly.

- City/MPD Website improvements and management

City Goal # 2, 3, 8

This project is currently in the final stage of rollout. ITS and BTU has worked together in developing a user friendly, informative website. A specific email address has been developed so that all messages come through a specific group who answers or delegates requests to the appropriate unit within the department.

- CrimNet

City Goal #8

CrimNet is a State program that will incorporate all facets of Criminal Justice and allow them to be able to share relevant information. Currently each entity (Court; Prosecutors; Law Enforcement, etc) all have their own systems for collecting information but not the capability of sharing this information. The goal of CrimNet is to share this information electronically.

MPD has been working with Hennepin County to send our electronic information and in return receive their electronic information. When we achieve this sharing of information with Hennepin County, CrimNet will then collect the information from Hennepin County.

The implementation of this process is based on a timeline being developed by Hennepin County and the State of Minnesota.

The value of this project will be better exchange of information; eliminate duplication of information entry by agencies; less time spent on administrative duties which means officers will be able to stay within the community.

### Emergency Communications Center (MECC):

<u>Goal</u>	<u>Completion by</u>	<u>Success measure</u>
Conversion to 800 MHz radio (incl. Train.) (Goals 1,2,&3)	1st Quarter	Completion
Replace UPS and battery back-up (Goals 1,2,&3)	1st Quarter	Installation
Increase recording capabilities for 800 MHz (Goals 1,2,&3)	1st Quarter	Installation
Provide CAD to U of M (Goals 1,3,& 7)	1st Quarter	Installation
Update Back-up center at 5th precinct (Goals 1,2,&3)	2nd Quarter	Inspection
Complete Contingency portion of SOP manual (Goals 1&3)	2nd Quarter	Publication
Complete Fire Dispatch 'specialized' training (Goals 1&3)	4th Quarter	Completion
Revise operator training manual (Goals 1&3)	3rd Quarter	Publication
Revise operator/dispatcher training (Goals 1&3)	4th Quarter	Publication
Complete Police dispatcher manual (Goals 1&3)	3rd Quarter	Publication
Complete Channel 7 training manual (Goals 1&3)	4th Quarter	Publication
Modify CAD for A.I.I data for Phase II wireless calls (Goals 1&3)	1st Quarter	Completion
Train staff to process phase II wireless call/SOP (Goals 1&3)	1st Quarter	Completion
Revise performance appraisal forms/SOP (Goal 3)	2nd Quarter	Publication
Revamp CTO program/SOP (Goal 3)	4th Quarter	Publication
Train 5 new Certified Training Officers (CTOs) (Goal 3)	4th Quarter	Completion

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	<p>Complete all other SOPs (Goal 3)</p> <p style="text-align: right;">2nd Quarter      Publication</p> <p><b><u>Support Services Division</u></b></p> <p><b><u>Workforce Planning</u></b></p> <ul style="list-style-type: none"> <li>Property/Evidence Unit - Utilization of staff and the hours of operation to provide quality customer service internally and externally and still dispose of items in a timely manner to make room for things that are continually property inventoried. (Goals: 3,8)</li> <li>Transcription/Teleserve Unit – Replace retiring Unit supervisor and eliminate shift supervisor position thus reducing FTE by one. Unit supervisor will also take over duties of the daytime shift supervisor position. (Goal: 8)</li> <li>Criminal History/Records Unit – staffing levels in this area reduced by one FTE resulting in elimination of mid evening shift. Staff will concentrate on performing duties (same amount prior to staff cuts) in 17 hours instead of 24. (Goal: 3)</li> <li>Fill staff vacancies, in a timely manner, to ensure consistent service to internal and external customers. (Goal: 3)</li> </ul> <p><b><u>Financial Planning</u></b></p> <ul style="list-style-type: none"> <li>Property/Evidence Unit – destruction of ammunition costs, approximately \$10,000 to \$20,000 in 2003 not planned for in budget. Department should expect an annual cost in the future of \$7,000 to \$10,000. (Goal: 3)</li> <li>Property/Evidence Unit – temporary alarm system costs of \$1,200 for drug and gun vaults during MECC structural repairs in basement area of room 33. (Goals: 2,3)</li> <li>Property/Evidence Unit – alarm system itself is outdated and continues to develop problems i.e. sensors do not alert MECC, system fails during electrical storms. Department will need to replace the whole system in the near future at an approximate cost of \$10,000 to \$20,000. (Goals: 2,3)</li> </ul> <p><b><u>Business Planning</u></b></p> <ul style="list-style-type: none"> <li>Transcription/Teleserve Unit – “CAPRS Lite” program to supplement lack of staff in Teleserve. This program would enable citizens to make an on-line police report for designated misdemeanor crimes. (Goals: 3,8)</li> <li>Property/Evidence Unit – all staff responsible for handling firearms to complete required training to comply with MPD policy and procedures. (Goal: 8)</li> </ul> <p><b><u>Performance Measures</u></b></p> <ul style="list-style-type: none"> <li>Property/Evidence Unit – reduction of items housed in unit to make room for incoming property and evidence from sworn personnel. (Goal: 3)</li> <li>Criminal History/Records Unit – continue to box up and archive older criminal history files to make room for incoming documents generated by arrests from sworn personnel. (Goal: 3)</li> <li>Transcription/Teleserve Unit – smooth transition to new make-up of supervisory staff. (Goal: 8)</li> </ul> <p><b><u>Division Goals</u></b></p> <ul style="list-style-type: none"> <li>Hire and train new supervisor for Transcription/Teleserve Unit. (Goal: 8)</li> <li>Complete and implement new training manuals in Criminal History/Records, Property/Evidence and Transcription/Teleserve Units. (Goals: 3,8)</li> </ul>	
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- Continue to work with City Clerk's office and FTS to develop retention schedules and electronic document management for Department. (Goals: 3,8)
- Continue to archive older Criminal History files to make room for future growth of paper documents in the Unit.(Goals: 3,8)
- Continue efforts to reduce the quantity of items stored in Property/Evidence Unit by obtaining dispositions from investigators and courts. (Goal: 3)
- Assist Department's Business Technology and Training Units with the CAPRS Lite, Accident Report entry on mobile data computers, speech recognition and train the trainer projects. (Goals: 3,8)
- Identify training for Division personnel to enhance existing and develop new skills. (Goals: 3,8)

### CENTRAL SERVICES BUREAU

#### **Administrative Services Division**

Administrative Services Division's Goals will be measured with quarterly reports and statistics (when applicable) to the Deputy Chief.

#### **Finance Function**

Goal 1: Develop and Implement Timekeeping System 2.0, with a \$1.8 million grant. Coordinate efforts with MPD Business Technology Unit. (City Goal #3)

#### **Operations Development Unit**

Goal 1: Complete the MPD 20 Year Facility Plan. (City Goal #3)

Goal 2: Develop and implement an automated equipment inventory control system. (City Goal #3)

Goal 3: Develop and implement and off-duty reporting system. (City Goal #3)

Goal 4: Restructure the court liaison operational processes. (City Goal #3)

#### **Professional Development Unit**

Goal 1: Develop/conduct annual in-service learning initiatives (training). (City Goal #1, City Goal #3, City Goal #8)

Goal 2: Review the employee background screening process; implement operational enhancements. (City Goal #1)

Goal 3: Build partnership with Edison High School on the Public Service Academy; looking towards recruiting for the CSO system and fostering community understanding of police operations. (City Goal #7)

Goal 4: Merge Police Academy and Field Training Officer Program. (City Goal #3)

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### Human Resources Function

Goal 1: Expand the CSO program utilizing the Water Plant Agreement. Coordinate efforts with MPD Professional Development and Public Works. (City Goal #1)

Goal 2: Enhance diverse recruiting, testing and screening and hiring initiatives. (City Goal #1, City Goal #3, City Goal #8)

### Public Housing Housing Unit

Goal 1: Continue to expand communication between the Precinct patrol shifts and the officers that work in the Public Housing Unit. Be committed to answering calls for service at the MPHA sites during the evening hours and have face to face meeting with sector Lieutenants. Attend precinct roll calls. (City Goal 1, City Goal #3)

Goal 2: Provide Mediation training for officers on issues concerning mediating descending parties. as many incidents between tenants are not crime related but instead, involve problems of not being able to get along. Establishing communication channels with the mediation team located at 5<sup>th</sup> Pct. (City Goal #1, City Goal #3)

Goal 3: Explore opportunities to work with high-rise staff on increasing security measures. Work with high-rise management to address complaints regarding private security officers working at MPHA buildings through establishing better communication and training requirements. Coordinate tracking and resolution of complaints with managers. Begin initial long term goal of establishing a centralized video camera monitoring station so all high-rise entry areas can be monitored at one location. (City Goal #1, City Goal #3)

Goal 4: Ensure ongoing and specialty training for MPD Public Housing Officers. Training to include Domestic Assault specialist training and Mediation training. Review equipment needs for officers to enhance their job abilities and safety by March. (City Goal #1, City Goal #3)

Goal 5: Meet at least once with each high-rise manager to discuss the issues specific to their location. Brainstorm on efforts to address current problems and ways to improve future services. (City Goal #3, City Goal #8)

### Special Investigations Division

Special Investigations Division's Goals will be measured with quarterly reports and statistics (when applicable) to the Deputy Chief.

### Homicide Unit

Goal 1: Study possible relationships of cold case assaults and homicides to current gang leadership; moving prosecution forward at state or federal levels. (City Goal #1)

Goal 2: Develop investigator skills; integrate new homicide investigators into the unit. Plan for investigative successions. (City Goal #1)

### Narcotics Unit

Goal 1: Focus on larger / upper level drug dealing with an emphasis on sources coming in from Chicago and Los Angeles. (City Goal #1)

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Goal 2: Identify, investigate and prepare cases for prosecution of businesses which are conducting money laundering operations. (City Goal #1)

### **Organized Crime Unit**

Goal 1: Explore (through development or purchase) a link analysis software system for intelligence sharing, collaborative investigations and crime trend associations. (City Goal #1)

Goal 2: Focus on long-term strategies for reduction of gang violence through combines facilities, technology upgrades and multi-agency investigations. (City Goal #1)

Goal 1: Perform inspections of all five police precincts in order to assure that they are operating consistently with each other and within existing MPD policies and procedures, and that their operational mission, goals, and objectives are consistent with department goals and the needs of the community. (City Goal #1)

Goal 2: Perform at least three operational assessments of existing MPD internal systems to assure that such systems are operating consistent with policies and procedures, existing laws, and that they serve the needs of employees and the community. (City Goal #1)

### **Quality Assurance Unit**

Goal 1: Perform inspections of all five police precincts in order to assure that they are operating consistently with each other and within existing MPD policies and procedures, and that their operational mission, goals, and objectives are consistent with department goals and the needs of the community. (City Goal #1)

Goal 2: Perform at least three operational assessments of existing MPD internal systems to assure that such systems are operating consistent with policies and procedures, existing laws, and that they serve the needs of employees and the community. (City Goal #1)

### **QA / Emergency Preparedness**

Emergency Preparedness' Goals will be measured with semi-annual (or as needed) reports and statistics (when applicable) to the Chief and Bureau Heads.

Goal 1: Perform a yearly review of the department's emergency plan to assure that the MPD has a clear and sound response plan in the event of an emergency situation. (City Goal #1)

Goal 2: Continue to work on domestic preparedness grants so that funding can be secured for training and equipment needs for our first responders so that they are prepared and equipped to respond in the event of a terrorist attack. (City Goal #1)

Goal 3: Purchase and equip all of our sworn personnel with new air purifying respirators (gas masks) so that our first responders have protection in the event of an incident involving weapons of mass destruction. (City Goal #1)

Goal 4: Coordinate the MPD's plan to vaccinate all personnel for smallpox so that the MPD is prepared to maintain service delivery in the event of a terrorist incident involving this deadly disease. (City Goal #1)

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Goal 5: Coordinate and conduct training for all sworn personnel on weapons of mass destruction responder awareness in order to increase their level of knowledge on how to respond during a WMD incident. (City Goal #1)

Goal 6: Coordinate and conduct training for all MPD supervisors on incident command during a WMD incident. This will train them on how to manage an incident involving WMD materials using the incident command system. (City Goal #1)

Goal 7: Involve the MPD in at least one full scale and one tabletop WMD exercises so that department line staff and commanders are trained and practice a theoretical response to a terrorist attack. (City Goal #1)

Goal 8: Train and equip our emergency response team (ERU) so that they may safely operate in a tactical mode during an incident involving WMD materials. (City Goal #1)

Goal 9: Take delivery of and put into service a new mobile incident command vehicle which will be used by department command staff to better manage an emergency incident. (City Goal #1)

Goal 10: Explore the possibility of creating a Homeland Security Unit within the MPD to handle the expanding need for planning and preparations for terrorism and emergency management within the MPD. Prepare a report outlining personnel and other costs, mission, goals, and objectives. (City Goal #1)

### **CODEFOR**

Goal 1: Enhance current software applications for the improvement of data and statistics related to crime patterns and trends in the City of Minneapolis. Expected completion of application review by March and implementation by June of 2003. (City Goal #1)

Goal 2: Continue to hold monthly Community CODEFOR meetings in the community and look for additional ways to spread information on CODEFOR to the community. (City Goal #1)

Goal 3: Continue to examine ways in which the unit can deliver information to the department and the city in efficient and effective means by increasing lines of communications between precinct commanders, investigations and the CODEFOR Unit. (City Goal #3)

### **NORTH FIELD SERVICES BUREAU**

North Field Services Bureau's Goal will be measured with weekly updates from the Precincts at CODEFOR meetings and quarterly reports and statistics (when applicable) from all commands to the Deputy Chief, striving to meet the objectives set below.

#### **First Precinct:**

Goal 1: Continue to develop improvements in downtown safety for visitors, residents and workers. by: (City Goal #1, City Goal #3, City Goal #7)

-Continue to work with business and private security to maximize Downtown safety in anticipation of full Block E development and the arrival of light rail.

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- Examine ways to coordinate a centrally monitored private camera system.
- Explore possibilities of installing an emergency phone system (like the Park system). Document efforts made and target a decrease of 3% in crime statistics.

Goal 2: Continue to strengthen liaison to the West Bank Somali community through regular meetings, education, and relationship building. (City Goal #1, City Goal #7)

Goal 3: Increase customer-service orientation for officers by following up on department training with roll call and shift training. Focus on quality delivery of police services and public's perception of officers who work downtown. (City Goal #1, City Goal #3)

Goal 4: Reduce Theft from Auto by 5% through implementation of a new tracking and mapping strategy identifying parking lots and ramps with a high number of break-ins. SAFE and directed patrol teams will work with owners to institute stronger security at those locations. (City Goal #1, City Goal #7)

### **Second Precinct:**

Goal 1: Strengthen Sector leadership and community engagement by:  
(City Goal #1, City Goal #8)

- Instituting internal top-down leadership and management principals and emphasizing stronger communication sharing among all precinct personnel.
- Develop Central Avenue Beat; look at opportunity for sub-station location.
- Address multi-cultural needs (ie. increasing number of Spanish speaking officers).
- Continue to pursue a more effective relationship with UMPD, as many large UM events impact the surrounding community (evident in 2002).

Goal 2: Increase number of SAFE Block Clubs and Virtual Block Clubs by 3%; strengthen Neighborhood Organizations. Enhance CCP/SAFE crime prevention outreach and respond to community needs. Track outreach efforts.

Goal 3: Institute a Victim Contact process (Investigations to coordinate with SAFE), sending victims case and contact information letters. Work closer with the City and County Attorney's offices on misdemeanor prosecutions.

Goal 4: Prioritize efforts of the Community Response Teams to stay on top of emerging and potential crime patterns; concentrate on quality of life and livability crime enforcement. Track number of incidents; increase arrests by 3%. Emphasize addressing gang activities.

Goal 5: Implement efforts to increase school attendance levels by exploring a model of the successful Truancy Monitoring Project between the 4<sup>th</sup> Precinct, Juvenile Unit and the County Attorney's Office. Target a decrease of 5% in truancy rates. Continue to work with the staff at Crawford Elementary on violence reduction to make the school conducive to a safe learning environment; track number of incidents.

### **Fourth Precinct**

Goal 1: Continue to strive to keep citizens and officers motivated in their effort to prevent and fight crime. Document efforts and achieve a 2% decrease in the overall crime rate. (City Goal

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	<p>#1. City Goal #7. City Goal #8)</p> <p><u>Goal 2:</u> Expand truancy abatement and supervised suspension efforts with Northside schools to improve attendance rates. Decrease truancy rates by 3%. (City Goal #1, City Goal #7).</p> <p><u>Goal 3:</u> Build upon efforts with African American and Asian communities and expand efforts to the Hispanic and Laotian communities. (City Goal #1, City Goal #7, City Goal #8).</p> <p><u>Goal 4:</u> Continue to identify chronic property crime offenders, through on-going investigative work and short-term task forces (when needed); refer cases for prosecution. Achieve 2% decrease in overall property crimes. (City Goal #3)</p> <p><u>Goal 5:</u> Task SAFE to continue identifying seasonal and other annual crime patterns and to proactively attack those potential incidents with information releases, community meetings, workshops and other creative means. (City Goal #1, City Goal #7).</p> <p><b><u>PAL (Police Activities League)</u></b></p> <p><u>Goal 1:</u> Strengthen the communication amongst the Police Athletic League, the Minneapolis Park and Recreation Board, and Minneapolis Public Schools Community Education Programs to assure programming is complementary. (City Goal #1, City Goal #7, City Goal #8)</p> <p><u>Goal 2:</u> Focus on engaging current non-active PAL members. Increase involvement in PAL activities by all members by 8%. (City Goal #7)</p> <p><u>Goal 3:</u> Measure and improve by 5% the crime resistance capacity of City youth participating in Police Athletic League programming. (City Goal #1, City Goal #7, City Goal #8)</p> <p><u>Goal 4:</u> Provide outreach to encourage participation of communities currently under served. Strive for a 3% increase in new members. (City Goal #7)</p> <p><b><u>Traffic Unit</u></b></p> <p><u>Goal 1:</u> Propose by June 1, and begin to develop a city-wide traffic management plan which integrates enforcement, engineering and education. (City Goal #1, City Goal #3, City Goal #8)</p> <p><u>Goal 2:</u> Identify high accident locations and develop strategies to reduce vehicle accidents and injuries by 2%. (City Goal #1, City Goal #3)</p> <p><u>Goal 3:</u> Examine way to improve delivery of services regarding traffic enforcement, accident investigations and ChemTest operations. (City Goal #1)</p> <p><u>Goal 4:</u> When additional proposed staff is in place (late 2003), adjust primary responsibilities, including improved responsiveness to citizen traffic complaints. (City Goal #1, City Goal #8)</p> <p><b><u>CCP/SAFE Central Operations</u></b></p> <p><u>Goal 1:</u> Facilitate the continuance of the Community Engagement Process to strengthen communication with the communities of the City and expand the capacity of Sector Lieutenants to build relationships. Document efforts, including number of contacts and outreach strategies. (City Goal #1, City Goal #7, City Goal #8)</p>	
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volunteers. Increase number of McGruff Houses by 2%. (City Goal #1, City Goal #7)

Goal 5: Increase accessibility to the CCP/SAFE page of the City's Website. Options may include: posting materials in several languages and setting up web sites for precinct SAFE units. Look at 10% increase in "website hits". Review SAFE printed materials for areas of improvement and expansion. (City Goal #1, City Goal #8)

Goal 6: Continue to tailor crime prevention outreach programs to emerging communities (i.e. Somali) needs. (City Goal #1, City Goal #7, City Goal #8)

### SOUTH FIELD SERVICES BUREAU

#### THIRD PRECINCT

Goal 1: Increase sense of safety and increase understanding of police within immigrant communities (Latino and Somali). Methods include: (City Goals 1, 8)

- Seeking out strategies to actively reach out to immigrant communities.
- Increasing use of translated crime and crime prevention materials.
- Increasing use of translation services to victims of crime.
- Increasing outreach to businesses serving and/or owned by the immigrant community.
- Creating learning opportunities for immigrant communities and precinct personnel to better understand each other.

Goal 2: Reduce aggravated assaults by 5% through:  
(City Goals 1, 8)

- Focusing CRT and patrol resources on gang violence, SAFE teams on graffiti
- Sharing information within precinct, Gang Unit, and Metro Gang Strike Force
- Canvassing targeted areas to gather investigative information following gang violence
- Coordinating with Weed and Seed SGT Investigator for Little Earth and Northern Indian Reservations to reduce gang violence in Little Earth. OCU will share information weekly with the Third Precinct CRT and Sector Lieutenants

Goal 3: Improve Third Precinct facilities by coordinating re-modeling with Minneapolis Property Services and RSP Architectural firm; project completion 2004. (City Goal 2)

#### FIFTH PRECINCT

Goal 1: Reduce crime 2% through: (City Goals 1, 7)

- Increasing the number of felony and livability arrests by 5%.
- Increasing curfew arrests by 10%.
- Increase the number of businesses using the CCP/SAFE Automated e-mail Biznet System by 10%.

Goal 2: Decrease the number repeat domestic assault calls for service by 10% through:

- Assisting the FVU with the implementation of the Child Development Policing Program.
- Increasing the number of misdemeanor arrests for domestic assault by 5-10% using PC pickups for domestic assault offenders under the 12 hr rule. by

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	<p>June 1, 2003.</p> <ul style="list-style-type: none"> <li>- Increasing the number of felony arrests for domestic assault by 5% using the misdemeanor enhancement rule.</li> </ul> <p><u>Goal 3:</u> Decrease property crimes by 3-5% through: (City Goal 1)</p> <ul style="list-style-type: none"> <li>- Improving case closure rates by training 25% of the precinct patrol officers in fingerprinting techniques. (City Goals 1, 3)</li> </ul> <p><b>FORGERY FRAUD</b></p> <p><u>Goal 7:</u> Increase the charging rate in forgery and fraud cases by: (City Goal 3)</p> <ul style="list-style-type: none"> <li>- Training 2 investigators in evidentiary computer forensic examination, such as the NWCCC.</li> <li>- Preparing at least one investigator certified to testify as an expert witness in the area of computer forensic evidence by December 2003.</li> <li>- Completing the installation of the computer forensics lab by the end of 2003.</li> </ul> <p><u>Goal 8:</u> Reduce victimization of businesses in forgery and fraud by: (City Goals 1, 7)</p> <ul style="list-style-type: none"> <li>- Expanding citywide workshops on financial crime prevention for business owners, currently being piloted in the 5<sup>th</sup> Precinct, by holding 2-4 sessions.</li> <li>- Coordinating efforts with the Retail Protection Association and the precinct SAFE teams.</li> </ul> <p><b>JUVENILE</b></p> <p><u>Goal 9:</u> Reduce juvenile crime and improve the quality of investigations involving juvenile crime by: (City Goal 3)</p> <ul style="list-style-type: none"> <li>- Conducting a survey of precinct and investigative units by February 2003.</li> <li>- Improving communication with the precincts.</li> <li>- Develop a more timely and efficient case management system.</li> <li>- Establish an Advisory Team to examine each function performed by the Juvenile Unit and determine if it should be decentralized to the precincts.</li> </ul> <p><u>Goal 10:</u> Reduce the number of juveniles arrested for auto theft more than once in 2003 by 15%. (City Goals 1, 7)</p> <p><u>Goal 11:</u> Reduce by 10% the number juveniles involved in business burglaries as suspects or arrestees. (City Goals 1, 7)</p> <p><b>FAMILY VIOLENCE</b></p> <p><u>Goal 4:</u> Reduce the number of cases involving repeat domestic assault by 10%. This will be done by: (City Goals 1, 8)</p> <ul style="list-style-type: none"> <li>- Pursuing felony level enhancements of 5<sup>th</sup> degree domestic assaults.</li> <li>- Working with the Hennepin County Attorney to draft protocols for identifying cases that can be enhanced.</li> </ul> <p><u>Goal 5:</u> Increase the safety of children and reduce the number of children who continue the cycle of domestic abuse by: (City Goals 7, 8)</p> <ul style="list-style-type: none"> <li>- Implementing the Minnesota Child Protection Initiative in Minneapolis by June 1, 2003.</li> <li>- Starting a pilot project in the 5<sup>th</sup> Precinct and expanding it citywide.</li> </ul>	
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Goal 6: Improve the quality of investigations in cases involving child abuse that may result in death by: (City Goals 1, 7)  
 -Working with the Homicide Unit to create a protocol for these cases by March 1, 2003.

### SEX CRIMES

Goal 1: Reduce the number of rape cases citywide by 5%. Maintain at least a 20% charging rate on assigned cases. (City Goal 1)

Goal 2: Increase the charging rate in cases involving Native American victims by: (City Goals 1, 7)

- Developing procedures for improving the investigation of sexual assaults involving Native American victims by July 1, 2003.
- Developing outreach efforts, including an education and prevention program aimed at addressing the risks of alcohol and drug abuse leading to Native American victimization.

Goal 3: Increase the prosecution of sex offenders who fail to comply with registration requirements to at least 20% of reported violations by: (City Goals 1, 3)

- Working with the Hennepin County Attorney's Office to ensure that cases are being properly investigated.
- Partnering with the Bureau of Criminal Apprehension to develop a more effective system for monitoring changes of address.

### IDENTIFICATION DIVISION

Goal 1: Improve the quality of forensic services by: (City Goal 3)

- Providing promotional testing for Forensic Scientist positions in April and November 2003.
- Re-establishing 24 hour per day, 7 day per week coverage. (Dependant upon promotion of new trained staff and retirements of current staff)

Goal 2: Increase charging rate of suspects by establishing the Universal Latent Workstation to allow us to submit for a search latent prints directly to the FBI's Data Base. This will be one of only two local labs Nationwide to have this capability. (City Goal 3)

Goal 3: Improve quality of firearms examinations to help increase the charging rate of suspects by having an MPD Forensic Scientist attend the ATF Firearms Examiner Training Program in July of 2003. (City Goal 3)

Goal 4: Establish parameters for processing service requests to provide reasonable time frame expectations for investigators requesting service by March 2003. Supervisory staff will monitor for prioritization and compliance. (City Goal 1)

### LICENSE DIVISION

Goal 1: Reduce regulatory violations through the use of the Administrative Adjudication process. In 2003, the License Division will develop and implement procedures and systems needed to ensure the successful integration of the Administrative Adjudication process in the

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	<p>regulation of liquor, lawful gambling, pawn shops and secondhand dealers. Goal will be accomplished by: (City Goals 1, 2, 8)</p> <ul style="list-style-type: none"><li>- Analyzing, developing and implementing Administrative Adjudication workflow procedures for liquor, gambling, pawn shop and secondhand dealer civil violations.</li><li>- Identifying and address training needs created by the use of civil, versus criminal, penalties.</li><li>- Re-evaluating effectiveness of our civil fine structure when sufficient data is available.</li></ul>	